



# COLLIN COUNTY

OFFICE OF THE SHERIFF  
4300 Community Avenue  
McKinney, Texas 75071

**Jim Skinner, Sheriff**

---

## MEMORANDUM

Date: August 17, 2017

To: Commissioners Court

From: Jim Skinner, Sheriff *JOS*

Re: Agenda Request – Reclassification

This memorandum is respectfully submitted requesting the court's approval to reclassify one open position in the 5001 Administration Budget. The position to be reclassified is for a Lieutenant, Job Grade 570 in the Patrol Division, to a Sergeant, Job Grade 558 which would remain in the Patrol Division.

jos:lld